

**Behavioral Health MIS Workgroup
Activities Status (as of June 19, 2002)**

ID #	Topic	Action	Assigned To	Date Assigned	Date Due	Status	Notes/Comments
037	Communication	Set up web site and L/D site for documents	Linza Bethea	12/20/01	1/11/01	Completed 6/3/02	Links/Docs site established – working documents being posted there routinely
015	Communication	Draft e-mail to Area Director re Integrated BH initiative and interim solution	Linza Bethea	12/20/01	1/7/02	Completed	Sent to Wilbur 1/29/02
017	Communication	Provide update at Four Council Meeting	Theresa Cullen	12/7/01	01/28/02	In Progress	
016	Communication	Distribute final e-mail to Area Directors	Wilbur Woodis	12/7/01	1/11/02		
029	GPRA	RTC (Regional Treatment Center) form for data reporting for GPRA indicator – consider change in GPRA indicator-	Theresa Cullen	12/7/01	1/25/02	Completed	Draft submitted with assistance from Dave Sprenger, Pat Nye and Peter Stuart – sent out to group for review and comments 1/24/02
030	GPRA	Consider GPRA indicator of increasing number of licensed providers seeing clients –	Wilbur Woodis	12/7/01			
035	IBH	Discuss billing issues with Sandra Lahi	Theresa Cullen			In Progress	12/20/01: TC received some preliminary input about billing and existing MH/SS application – ensure these are reflected in min data fields
028	IS 1: Planning	Further define pick list for suicide intervention	Norm Bell	12/7/01	06/13/02	Completed	1/11/02: Received Suicide surveillance form completed during June BH meetings and verified against CARF requirements by Janet Ranney. There are not issues with CARF
025	IS 1: Planning	Abbreviate GAF (Global Assessment Functionality) form	Pat Nye	12/20/01		In Progress	Continued discussion during 1/24/02 meeting
024	IS 1: Planning	Minimum data fields- see if meets CARF/JSAHO/State	Janet Ranney	12/7/01	06/10/02	Completed	12/11/01: CARF expert has been identified – TC is checking to see how ITSC might acquire her services. Janet Ranney is facilitating the CARF assessment. 6/7/02
020	IS 1: Planning	Feedback on proposed minimum reports (per Nye on minimum data set sheet)	Peter Stuart	12/7/01			
027	IS 1: Planning	Define better what inpatient/ residential support and/ or OP treatment support is	Peter Stuart	12/7/01		Completed	1/22/02: Received

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021	IS 1: Planning	Aggregated diagnostic groups for POV data	Peter Stuart et al	12/7/01		Completed	1/22/02: Received
032	IS 1: Planning	Review provider file disciplines (owned by reg/ medical records people)	Regina Robertson	12/7/01		Completed	12/10/01: RR sent to TC
026	IS 1: Planning	Define pick list for type of service:	Regina Robertson & Dave Sprenger	12/7/01		Completed	12/20/01: Draft list received
018	IS 1: Planning	Follow up with Aberdeen BH billing contractor for necessary fields needed for BH billing	TBD	12/7/01		In Progress	Need to ensure that data generated can dump into a billing package 12/14/01: Medlearn contact was identified by Elaine Miller
036	IS 1: Planning	Identify any existing standard MH forms as baseline	Theresa Cullen			In Progress	12/20/01: received copy of Sells MH PCC form Received forms from Taos, Yakima, Santa Fe
001	IS 1: Planning	Minimum data set to be identified and approved	WG	12/7/01	06/13/02	Completed	12/7/01: Draft was circulated with meeting minutes for comment 1/24/02: Continued discussion by group – revised document sent out for final review 1/29/02 6/7/02: Minimum set near approval will try for approval during June 11-13 th meetings. 6/13/02: WG agreed on minimum dataset, it is now being expanded to address the long-term needs.
022	IS 1: Planning	Plan to ensure tribal consultation on minimum data set	Wilbur Woodis	12/7/01			6/7/02: Requested feedback from WW concerning the adequate representation of I/T/U sites.
023	IS 1: Planning	Minimum data set- create market/ create usability	Working Group	12/7/01		In-Progress	Incorporate into deployment plan (see # 005) 6/7/02: Minimum data set exists with approx. 90% agreement; however, we haven't had a vote to stamp the data set as final.
042	IS 1: Planning	Process for input to RPMS standard list for Provider Discipline	Theresa Cullen	1/24/02	06/13/02	Completed	Ask George Huggins for advice re list "owner" and update process, how to clean up list. Need to add a code for Clinical Social Worker.

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008	IS 2: Template	Identify the minimum standard reports to be included with deployment	Peter Stuart	12/7/01			Dependent on minimum data fields
002	IS 2: Template	Incorporate minimum data set into PCC+ template	Carolyn Johnson	12/20/01			TC to provide data set to CJ once completed
003	IS 2: Template	Draft SOW for database development	Linza Bethea	12/20/01		OBE	1/16/02: Internal ITSC resources should be available for database programming 6/7/02: A prototype was developed for demonstration purposes only. If BH WG likes what they see, the database can be formally developed. 6/13/02: Prototype was demonstrated but WG response was minimal. WG had a difficult time understanding how the application would be used and who would use it.
004	IS 2: Template	Develop database specifications with developer	TBD	12/20/01			
005	IS 2: Template	Develop deployment plan for Interim Solution Step 1 (Template)	Linza Bethea	12/20/01	3/30/02 6/13/02	Complete	How to deploy and train sites to use the template and database
007	IS 3: BH Mods	Evaluate and modify existing Navajo BH application against minimum data set	CMI (Lori Butcher)	04/01/02		In-Progress	Depends on approved TO #006 6/19/02: Suicide Surveillance form has been finalized, still waiting on approval of TO #006.
006	IS 3: BH Mods	Draft SOW for CMI for evaluation and modification of Navajo BH application	Linza Bethea	12/20/01	1/14/02	Completed 1/17/02	To include task for server side work on GUI (see #013) Sent to Art Gonzales for review on 1/17/02 6/7/02: Waiting for response from Art, CMI contract must be finalized before
010	IS 4. GUI	Interface design	WG				
011	IS 4. GUI	Interface development	TBD				
012	IS 4. GUI	Server side development	CMI				

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013	IS 4. GUI	Draft SOW for GUI development	Linza Bethea	12/7/01	1/14/02	Completed	1/14/02 Incorporated into SOW for Modeling contract – sent to Contracting Office by Art Gonzales
014	IS 4. GUI	Select pilot sites for GUI beta testing	WG	12/7/01		In Progress	Proposed sites are: ABQ SU; Billings site TBD; Standing Rock; Saginaw Chippewa; St. Regis Mohawk
031	IS 4. GUI	Development of an implementation and deployment plan process for the interim solution	Dave Sprenger & Theresa Cullen	12/7/01	6/19/02	Completed	6/19/02: Deployment plan exists.
038	Misc.	Provide input to ORYX for additional reporting					Respond to Gomez e-mail
019	WG	Charter for BHIT PSG- model on Clinical PSG charter (reviewed at recent Clinical PSG meeting)	Wilbur Woodis	12/7/01		In Progress	1/4/02: Linza asked Howard Hays to share the CIMTAC charter with Wilbur 1/10/02: Forwarded to Wilbur
033	WG	Role of urban and alcohol programs in this development—need to ensure that they are represented on this workgroup -	Wilbur Woodis	12/7/01		In-Progress	6/6/02: Distributed email to Notah Begay and James Cussen asking for guidance on how to include urban representation. No response.
034	WG	Plan next meeting/ time/ dates/ place-	Theresa Cullen	12/7/01		In-Progress	Tentative six month schedule for meetings and calls proposed to group – requested vote on three possible dates for next meeting
039	WG	Revised Schedule	Linza Bethea	12/7/01		Completed	1/16/02: Available for review on website
040	WG	Select date for next face-to-face	Linza Bethea	1/24/02	1/31/02	Completed	1/29/02: Group polled via e-mail 6/7/02: Face-to-Face occurred April 2-4
041	WG	Request meeting approval from IHS/HHS	Wilbur Woodis	1/24/02		Completed	
043							